

**New England Chapter APWA**  
**Minutes of the Executive Committee Meeting - June 17, 2022**  
**Red Jacket Beach Resort**  
**In person and Zoom conference call – 10:00 AM**

1. **Call to order EC Board Meeting:** Meeting called to order by NEC President Mattscheck. Roll called by Connors. Guests/Committee Chairs included APWA President Stan Brown, In-coming President Gary Losier, Dan Nason, Amanda Bazinet, and Frank Marinaccio.
2. **Concerns, etc.:** None
3. **Consent Agenda:** *These items will be acted together at their conclusion by a single vote*
  - a. **Approval of Minutes:** April 20, 2022, minutes were reviewed and approved.
  - b. **Treasurer Report:** Connors reported that her and Otero are working together with the QuickBooks program, doing good. They have been sending out invoices. At this time, the scholarship fund account has \$89,764.00 and the checking account has \$160,704.00. Connors mentioned that Otero did a nice job with her first time handling the Summer Conference Registrations.
  - c. **Finance Committee:** Bechard will hold a 2023 budget meeting soon. There will be an email going out requesting budgets for any upcoming events, up to and including June 2023 would be accepted. The goal is to report on those budgets during the next EC Board Meeting.
  - d. **Delegate's Report:** Benevento stated that the Past Presidents Committee will hold a meeting to talk about who will take his place as Delegate.
  - e. **Education:** No report.
  - f. **Awards:** Benevento reported that it was another great award season. In the last 8 years the New England Chapter has received 90 National Awards, waiting on the PACE submittal. He thanked Garro and King for their assistance.
  - g. **Membership:** Roy was happy to report hitting 1,000 memberships, as of this morning we were down to 993. He will review the list and remind the delinquent members to call National, they will help them through the membership process.
  - h. **PWAC:** Benevento, Marilee, and Aimee put together a press release template and it will be available for all to use. Benevento mentioned he would like to produce more videos or photos, to music, to share. His team is working on making promo items available for upcoming events. National Public Works Week First Responders billboards went up in other counties in the state of California after Benevento shared what New England Chapter has been doing to bring awareness.
  - i. **Sponsors:** No report. Mattscheck thanked all the sponsors that were in attendance at the meeting and said we couldn't do it without them.
  - j. **Government Affairs:** No report.
  - k. **Scholarship/Charity:** No report.
  - l. **Newsletter:** Myers has the Chapter Chatter drafted and will wrap it up after the Summer Conference is over.
  - m. **Website and Social Media:** No report.
  - n. **Young Professionals Report:** Marinaccio shared that the next YP event will be a Woo Sox game on August 4<sup>th</sup>. The minimum number of tickets to be sold is 35 with a max of 65 and all are welcome, not just YPs. Suggested price for the ticket is \$15.00. Connors asked Marinaccio to send the Woo Sox information to Otero so that she can get the word out via Constant Contact. On the National level, the 2023 YP Summit will be both virtual and in person.
  - o. **Professional Development & Knowledge MGMT:** No report.
  - p. **Diversity, Equality, and Inclusion Committee:** No report.
  - q. **Past President Advisory Council:** Garro reported that there has been progress on updating the Bylaws. New information came to light, and they will be ready for Board review in the fall.
  - r. **Mechanics Workshop:** No report.
  - s. **Spring Conference:** Webb spoke about moving the Spring Conference around New England and that they will work with the Education Committee to come up with the next location. Rentschler does not have the best set up and we could hear through the walls while the education sessions were going on. The Yard Goats Stadium in Hartford, CT might be a good location to look at. Roy wanted to talk about the two

raffle items that were not given at the Vermont event. Mattscheck and Connors agreed that we will bring that back up later in the meeting.

- t. **VMESFD:** Schaeffler is planning a debriefing meeting by the end of June. She sent out a Doodle Poll to see when most of her committee can meet. Schaeffler thanked everyone on the committee. Congratulations from the Board were sent to Lisa for all her hard work. There were 513 municipal attendees and fifty vendors. We had close to 600 people attend the VTESFD in 2022. One of the vendors hit the BOR Arena while exiting, they are working with insurance to have it repaired.
- u. **NPWW/MOTY Awards Luncheon:** Connors reported that this event was moved to Granite Links for 2022 and that she had 330 people registered. It went well. Bechard took over for Benevento due to a flat tire on the highway. The food was good and the staff at Granite Links were great to work with. Mattscheck said that it was a great venue. Benevento asked if we have a contract for 2023 and Connors replied not yet, and the plan is to go back to Granite Links for 2023. Numbers are down a bit and she is sure that COVID fears are affecting that. Connors hopes to see the numbers back up next year.
- v. **Summer Conference:** Mattscheck stated great job on the Summer Conference. Nason thanked all of those who helped put on a successful Summer Conference. He reported that the Summer Conference will be moving to the Sea Crest in Falmouth, MA next year. Westerling mentioned he took the tour there and it is beautiful with the ocean right there and massive rooms for the education sessions. Connors mentioned that there is always an option to come back to the Red Jacket in the future. Bechard stated that we should negotiate with Sea Crest to get a good deal to return a second year. Connors asked if the Sea Crest had the outdoor space to hold another cornhole tournament and such. Westerling said there is plenty of space to gather for outside events. Nason plans to stop at the Sea Crest on his way home and he will speak with King about 2024 thoughts/plans.
- w. **PWX Chapter Dinner Charlotte, NC:** Myers reported that both the caterer and the venue have their deposits, \$18,000 together. The ticket price needs to be set so we can get the information out. A \$100 price was suggested.
- x. **Fall Conference:** Bechard will be working with Otero to set up the agenda. Otero created the "Save the Date" flyers that were on the NEAPWA table at the Summer Conference. Barrett is helping to plan the Fall Conference and will take a trip to the venue. Amanda Bazinet, VHB volunteered to help the day of the event.
- y. **Snowplow Rodeo:** Dexter reported that this event is all set for August.
- z. **Holiday Executive Committee Board Meeting:** Dexter thanked Connors and Otero for settling the contract after the committee was happy with the details.
- aa. **Sustainability:** No report.

#### 4. Approval of Consent Items

Above Consent Items were approved on a motion by Benevento/Westerling.

#### 5. Action on Items Removed from the Consent Agenda

A motion was made by Benevento/Bechard and approved for the two NEAPWA raffle items that were not given out at the event to go to the two winners at the Vermont Municipal Equipment Show and Field Day. A motion was made by Bechard/Benevento and approved to set the PWX Dinner ticket price at \$100.00.

#### 6. Other Business and Correspondence

#### 7. Adjournment

There being no further business, the meeting was adjourned on a motion by Westerling/Benevento.

Respectfully submitted,

Molly Otero  
Chapter Administrator